



## UNCLAIMED PROPERTY CHECKLIST REQUIRED DOCUMENTATION

Telephone 601-359-3534

### ✓ If you are an Individual claiming property, you must provide:

- \_\_\_\_\_ **Photo ID:** Copy of a driver's license, passport, military ID card or Official Identification Card.
- \_\_\_\_\_ **Social Security Number(s):** Your SSN and the account owner's SSN if you are not the owner.
- \_\_\_\_\_ **Documentation of owner address as listed on Website or Letter:**  
Examples include old utility bill, school records, bank statement, or cancelled checks.
- \_\_\_\_\_ **Documentation of owner's name change if different name appears on the request form:**  
Examples include a copy of a marriage license, divorce papers, or other legal documentation
- \_\_\_\_\_ **Notarized Signature of individual(s) claiming property.**

### ✓ If you are not the reported owner, you must also provide:

- \_\_\_\_\_ **If owner is deceased:** A copy of the owner's death certificate AND a copy of filed will or obituary.
- \_\_\_\_\_ **If the owner is a minor:** A copy of the birth certificate.

### ✓ If you are claiming a property of your business, you must provide:

- \_\_\_\_\_ **Photo ID of individual submitting claim:**  
Examples include a copy of a driver's license, passport, military ID card, or business ID card.
- \_\_\_\_\_ **Employer Identification Number:** The EIN of your business or organization.
- \_\_\_\_\_ **Documentation showing your position and authority to make the claim:**  
Examples include a business card or authorization letter on company letterhead.
- \_\_\_\_\_ **Notarized signature of individual(s) claiming property.**

Please note: We may require additional documentation to process your claim.

**Lynn Fitch**  
State Treasurer

**John Younger**  
Assistant State Treasurer  
Director, Unclaimed Property